

**Iowa Department of Natural Resources
Natural Resources Commission**

ITEM

10

DECISION

TOPIC

Contract – Software Development and Maintenance

The Natural Resource Commission's approval is requested to enter in to a contract with REL Productions, West Des Moines, Iowa, in the amount of \$175,000 for software development and maintenance of the Engineering and Realty Services Project Management Application. The contract is an hourly support contract with a cap of \$50,000 in the first year with the option to renew the contract on an annual basis for five years (six year total contract). If the contract is renewed at the end of the contract year, the renewal amount will be \$25,000.

The Engineering and Realty Services Project Management Application was developed in 2005 to provides electrical means for Engineering and Realty staff to track construction project details; enhance communications between DNR staff managing the construction project; and streamline the bidding process by posting bid opportunities, specifications and the winning bid information to the DNR website.

The Department held a Kaizen Event (a Process Improvement event) in May 2007 to identify ways to improve to the bidding process. As a result, several suggestions were made regarding changes to the Engineering and Realty Services Project Management Application. The original development contract for this application included contract extensions to provide for support. Since that contract expired, it was necessary to bid for a software developer to be available on an as needed basis for enhancements and maintenance. This contract will allow for the development of the Kaizen identified changes, other changes recommended by staff, and provide the ability to renew the contract after the first year so there is support in place to maintain the application.

This contractor was chosen because they have experience with the Code Charge Generator software tool used to develop the application, and the developer proposed for the project has worked in State government and with the DNR in the past. Of the 10 vendors who submitted proposals, REL Productions ranked the highest with 84 out of 100 with the second highest vendor ranked at 72. REL Productions received the highest evaluation in 6 out of the 8 evaluation categories.

Funds for this project will be provided by the Engineering and Realty Services' budget.

Linda Hanson, Division Administrator
Management Services Division
September 13, 2007